

BATHURST PARK AND RECREATION TRUST

DRAFT - Minutes of the Meeting held at Council Chambers on
Monday 24th March 2025 at 7.00 pm.

Present: Trustees N Saunders (Chair), C Harris, S Hillier, R Holmes,
S Holmes, M Howard, P Johns, M Jones, T Lindsay, P Macklin
and E Taylor

In Attendance: Mr M Greenfield -Trust Secretary
Mrs L Bendall – Minute Taker

No members of the Public were present

Trustee Saunders gave the usual housekeeping announcements and reminded trustees that following the resignation of Ttee Kemsley, Ttee Lindsay has been appointed as vice-chair.

Open Forum

No items were raised

1. Apologies for Absence

Apologies for absence were received and noted from Trustee Cave.

2. Declarations of Interest

There were no declarations of interest received.

3. Minutes of Previous Meeting

It was proposed and seconded that the minutes of the Meeting held on the Monday 27th January 2025 were accepted as read and correct.

Resolved: Majority Approved

4. Financial Matters

4.1 Payments

(a) To note invoices paid and on bank statement

Noted

(b) To approve invoices to be paid

Chair proposed payments totalling £9062.39 be approved.

Resolved: Unanimously Approved

4.2 Income and Expenditure Reports

To note Income and Expenditure Reports for 31.01.2025 and 28.02.2025.

Noted

4.3 Bank Reconciliation & Bank Statements – Petty Cash, Current and Deposit Accounts

To note the Bank Reconciliations for 31.01.2025 and 28.02.2025 and Bank Statements for 31.01.2025, 28.02.2025 and to 18.03.2025.

Noted

4.4 Earmarked Reserves

To note Earmarked Reserves for 31.01.2025 and 28.02.2025.

Noted

- 4.5** To note the Aviva insurance renewal for 1st April 2025 to 31st March 2026
Noted

It was noted that the insurance cover excludes cover for the Firework event, as in previous years this will be organised separately.

Ttee requested a comparison in costs from last years policy, office to confirm details. Trustees were advised that as part of tenants lease a recharge for insurance was made by the Trust annually.

5. Trustees' Reports

To consider any URGENT reports from members of the Trust.

- Trustee Lindsay worked with a volunteer, who is an expert in water testing, and James, to undertake a water test of Bathurst Park's pond. The water quality was good. The Grounds Team plan to add some additional water lilies to the pond and will continue to undertake regular weekly maintenance and clearance of the pond.
- Trustee Saunders reminded Trustees of the Easter Event being held on Wednesday 16th April 2025. Times are:
10.30am to 11.30am Hunt 1
12.00pm noon
12.30pm to 2.00pm Hunt 2
There will also be a 'guess the bunnies name'; office to create a poster

6. Trust Secretary

To receive and note the Trust Secretary Report
Received and noted

A query was raised regarding the wildflower area; is this a self-seeded area, office to liaise with Grounds Team.

7. Correspondence

To consider a response to any correspondence received
No correspondence received

8. Wildflower Seeds

To receive and decide on a quote for wildflower seeds, with associated costs being split between budget codes 4240/200 Plants/Memorial Garden and 4275/200 Sensory Garden
It was proposed and seconded to approve the wildflower seed quote from Tudor Environmental, with associated costs being split between budget codes 4240/200 Plants/Memorial Garden and 4275/200 Sensory Garden be approved.

Resolved: Majority Approved

9. Pest Control Measures

To receive an update and a quote relating to management of pest control within Bathurst Park.

Following discussion, chair proposed purchase one rodent bait bin and one visit per month at a cost of £50 per visit with associated costs being taken from Budget Code 4075/100 Health & Safety be approved.

Resolved: Majority Approved

A request has been made to the Grounds Team to ensure the bird feeders within that area are not filled with seed, at the moment.

10. Date of Next Meeting

Monday 2nd June 2025, 7pm Council Chambers

The meeting closed at: 7.24pm

Signed:.....

Date:.....

DRAFT